

WV Developmental Disabilities Council
Quarterly Meeting
Stonewall Jackson Resort, Roanoke, WV
July 23, 2013
MINUTES

Members present: Greg Bilonick, Brent Bush, Kathy Butler, Robert Cain, Stefanie Caldwell, Jonathon Chaffin, Joyce Church, Deborah Davis, Clarice Hausch, Amber Hinkle, Janice Holland, Betty Holliday, Ann Hubbs, Jane McCallister, Beth Morrison, Pat Moss, Richard Perry, Clark Queen, Jerry Ramsey, Robert Roswall Tara Roush, Karen Ruddell, LuAnn Summers, Tina Tanner, Stacey Thomas, and Melvin West.

Members absent: Sarah Brown, Patricia Elliott, Kelly Miller, Christina Mullins, Pat Nisbet, and Jon Sassi.

Staff present: Christy Black, Jim Cremeans, Linda Higgs, and Steve Wiseman.

Guests Present: Mary Etta Jones, Wanda Proffitt, William Rickey Meade (all individuals awaiting appointment by the Governor), and Jo Massarelli.

Call to Order, Welcome: Stacey Thomas, Chairperson, called the meeting to order.

Introductions and Announcements: Steve reminded everyone that the I/DD Waiver Program is holding public forums around the State for program members, families and other stakeholders so that they can provide input for the 2015 Waiver Program Renewal. Steve said that Council staff are attending all of the scheduled forums. An estate planning video, featuring Bob Kiss, is up and running on the Councils website: www.ddc.wv.gov. Dohn Hoyle will conduct training on alternatives to guardianship at the Partners in Policy Making training in January 2014. It will also be videotaped and uploaded to the WV DDC website. Steve said that final edits have been made to the Parents Guide to Special Education and will be going to the printer soon.

Introduction of those awaiting appointment by the Governor: Stacey reported that terms are expiring for two Members. Three new appointed Members are awaiting the Governor's official appointment. William Rickey Meade introduced himself (Mary Etta Jones and Wanda Proffitt joined the meeting later). Rickey is the Transition Coordinator for Mingo County Schools and runs a work exploration

program. He said that several students with developmental disabilities in Mingo County have earned the IWRC (Individualized Work Readiness Certificate), a project that was funded by the WV DDC.

Stacey reviewed contents of the Member packets. Steve referenced his June letter to Nancy Atkins, Commissioner, Bureau for Medical Services concerning the deplorable and dangerous conditions of group homes operated by Res Care as described by the DHHR Office of Health Facilities Licensing and Certification. Steve requested a meeting in the letter but has not heard from Commissioner Atkins.

Mission Statement Reminder: Tina read the Council's Mission Statement.

Public Comments: There were no public comments.

Approval of the April 23, 2013 Meeting Minutes: Ann made a motion to approve the Minutes as written and Stefanie seconded the motion. Motion carried.

Stacey introduced Mary Etta Jones and Wanda Proffitt.

New Business

Approval of the FFY 2014 Budget: Steve presented the budget information and referred the Members to the budget document in their packets. He said that the Federal Fiscal Year (FFY) is the period from October 1, 2013 through September 30, 2014. He said that the Council is 100% federally funded (other than the match funding provided by grantees). Steve said that the Council is in good financial shape despite a 5% reduction in allocation as a result of the federal budget sequestration.

Steve stated that about 16% of the FFY 2013 funds will carry over to FFY 2014 and he expects a good surplus going into FFY 2015. Two current grant projects will end (Step by Step, Inc. Stand Up to Bullying, and Vocational Services, Inc. Career and Technical Education Project) this September 30. Another grant (West Virginians for Affordable Health Care Impact of the Affordable Care Act for People with DD) is funded from a previous fiscal year allocation.

Steve then explained the three allocation and expense details provided to the Members. The charts include federal budget allocation and cost details over the

past several fiscal years and the projected budget for FFY 2014. The Comprehensive State Plan External Support section includes more information about the specific issues, focus areas and anticipated costs.

Steve explained that training overall (for people with developmental disabilities, families, providers and the public) is the largest expense. He said that the Council is paying for nationally recognized speakers to participate in the Bureau for Behavioral Health and Health Facilities's integrated/cross-disability conference in September. Don Kincaid, Nora Baladerian and David Hoff are speakers recommended by Council staff to speak on developmental disabilities issues at the conference.

Brent proposed to that the staff be given raises to acknowledge the good work they do and since there have not been raises for several years. Steve expressed the staff's appreciation for the recommendation. He also explained that, unfortunately, the staff compensation is dictated by state personnel policies and the Governor's directives.

Greg made a motion to approve the budget being proposed for FFY 2014. Brent seconded the motion with the stipulation that \$3,000 be added for staff travel. LuAnn and Jane abstained. **Motion carried.**

Approval of Designated Stipends Funding for FFY 2014: Jane reported on behalf of the Designated Stipends Workgroup. A chart of the proposed funding was included in Council packets. Jane said that a total of \$35,000 was requested and the Workgroup suggested that \$32,000 be approved: \$2,900 for the Youth Self-Advocacy Conference; \$9,400 for the People First Annual Conference; \$5,400 for the State Autism Conference; \$2,900 for the Fair Shake Network Training and Advocacy Day; \$7,000 for the Families Conference; and \$4,400 for the WV SenseAbilities Family Learning Weekend and CVI Training. Jane made a motion that funding for Designated Stipends be approved as presented. Tara seconded the motion. **Motion carried.**

State Plan Update: Jim presented the State Plan update. Jim said that states are provided guidance in the development of State Plans by the DD Act and the Administration on Intellectual and Developmental Disabilities (AIDD). All Councils are required to directly fund or support a statewide self-advocacy organization led by persons with developmental disabilities, as well as a cross-disability advocacy organization focused on legislative advocacy.

The WV Plan is approved through September 30, 2016. State plans are updated annually, typically by each August 15. This year, Councils that do not anticipate or plan major modifications to their Plans may submit the updates by December 31, along with the annual Program Performance Report (PPR). Jim said that the WV Council has received technical assistance on improving how it evaluates progress in carrying out the Plan goals and objectives.

Approval of FFY 2014 Grants – Renewal Applications: Joyce reported on behalf of the Grant Review Workgroup, which met on July 19.

The Workgroup included: Jonathon Chaffin, Deborah Davis, Clarice Hausch, Janice Holland, Jane McCallister, Beth Morrison and LuAnn Summers. Joyce said that the Workgroup reviewed five grant applications (three renewals and two new applications). The Workgroup recommended funding for four of the five applications.

Renewal Applications

The Arc of WV, People First of WV: Joyce said that the People First Project continued to exceed its contracted goals during FFY 2013, including establishing more than twenty (20) Chapters statewide. Joyce said that Workgroup members also noted that due to the work of the People First Project, more people with developmental disabilities are participating meaningfully on boards and committees both in-state and nationally. Joyce made a motion that the Council fund the Arc of WV, People First Project at the requested amount of **\$83,896**. Tara seconded the motion. **Motion carried.**

The Fair Shake Network (FSN), Statewide Cross Disability Coalition: Joyce said that workgroup found that the FSN is well known at the Legislature and is highly supportive of the Council's Plan and agenda. The Workgroup expressed concerns about FSN's solicitation of funds from lobbying organizations and lack of statewide expansion. Joyce made a motion that the Council fund the FSN, Statewide Cross Disability Coalition for the amount of **\$16,000** with stipulations that 1) WV DD Council funds cannot be used to solicit funds from lobbyists or legislators and 2) FSN meet with WV DDC staff to discuss strategies for expansion and resource development. Joyce made a motion that the Council fund the FSN Statewide Cross Disability Coalition for the requested amount of **\$16,000**. Melvin seconded the motion. **Motion carried.**

Job Squad, Inc.(JSI), Community Ties to Employment Project: Joyce said the Workgroup agreed that the JSI Project is innovative and challenges traditional methods to help people with developmental disabilities gain access to community employment. Joyce said that the JSI Project plans to provide training to staff at sheltered work and day programs in the Discovery process and customized employment. Joyce made a motion that the Council fund JSI's Community Ties to Employment for the requested amount of **\$30,000**. Greg seconded the motion. **Motion carried.**

A discussion occurred about grants that are funded year to year, in part due to requirements of the DD Act. The Arc's People First of WV Project and the FSN's Statewide Cross-Disability Coalition have been funded six and sixteen years respectively. LuAnn said the Council should study the pros and cons of developing long term contracts instead of the current year to year grant application requirements. Janice added that any decision would be applied to future funding (starting FFY 2015). LuAnn made a motion for Council staff to study the grants vs. contracts issue and report back to the full Council. Ann seconded the motion. **Motion carried.**

New Applications

The Arc of the Mid Ohio Valley (Arc MOV), Self-Protection Initiative: Joyce said that Workgroup members commented that the Arc MOV proposal addresses a specific and long term State Plan priority. She said the Abuse and Neglect Workgroup suggested that the People First of WV Project develop and carry out self-protection training for people with developmental disabilities. Joyce reported that the Workgroup was also impressed with the (two) training curricula proposed to be used in the Project (S.A.F.E. Stop Abuse for Everybody and C.A.P.E. Curriculum on Abuse Prevention and Empowerment). Joyce made a motion that the Council fund the Arc MOV, Self-Protection Initiative at the requested amount of **\$28,620**. Greg seconded the motion. **Motion carried.**

PACE Enterprises of West Virginia, Inc., Instructional Video for Transitioning Youth: Joyce said that the Workgroup suggested that the proposal not be funded. The Workgroup did not believe that the PACE proposal clearly addressed a State Plan Goal or funding area described in the FFY 2014 Call for Investments (CFI) Notice. Joyce said that the Workgroup also agreed that the PACE proposal did not clearly link its planned video to Employment First methods or philosophy. The Workgroup recommended that the Council follow up with more discussions with

PACE Enterprises about its ideas for addressing the employment needs of youth with developmental disabilities.

Staff Updates: Christy reported that she has been working on Partners in Policymaking (PIP) plans, monitoring interims and participating on several workgroups and committees, including the Governance and Finance Committee of the Early Childhood Task Force, the Council Abuse Neglect Workgroup, WV Early Intervention Interagency Coordinating Council (WVEIICC), and the Family Support Council.

The dates, hotel arrangements and speakers are confirmed for PIP. The Council has received twenty four (24) PIP applications. Christy said that the PIP Selection Committee (Tara Roush, Jonathon Chaffin and Stephanie Caldwell) will meet after today's Council meeting to do its work. Christy said that she is also taking part in monthly conference calls with the National Association of Councils on Developmental Disabilities (NACDD) as a member of its Public Policy Committee: current important topics are Education, Workforce Investment Act (WIA) and the Rehabilitation Act, Healthcare and Federal appropriations.

Christy stated that Tara, Jonathon, Stefanie and Clark met with staff members of Senator Manchin, Congresswoman's Capito and Congressman McKinley (along with herself and Steve) to discuss some of the key issues facing people with developmental disabilities and their families. Clark said that he talked about the People First of WV Project. Jonathon said that Congresswoman Capito's staff members were interested in the PIP training. Christy said that it is important to tell lawmakers what the Council does, what it stands for and to offer to answer questions about developmental disabilities issues and priorities. A meeting is scheduled with Congressman Rahall. Deborah, Jerry and Christy plan to attend.

Abuse Prevention Workgroup Report: Ann said that the Workgroup met on July 12. The Workgroup recommends that a Position Statement for the I/DD Waiver Program be developed specific to training on reducing the risk of sexual abuse. Ann said that the workgroup discussed self-protection training and the need for more collaborators in training (Bureau of Senior Services, DD Division, BHHF, Department of Education, Child Advocacy Centers, law enforcement and other groups). Ann said that the Workgroup is also reviewing self-protection training workbooks developed by Nora Baladerian.

Teambuilding Exercise: The Members participated in "Human Bingo" to learn more about the Membership. Prior to the Teambuilding exercise, Janice showed

the Members a video developed by the WVU CED, “Spread the Word to End the Word.” It records a pledge by several people associated with WVU to show respect by not using the term “retard.”

Reception for the Departing Council Members: A reception for Robert Cain and Richard Perry was held with cake and refreshments. Both departing Members received certificates of appreciation for their years of dedication to the Council.

Feedback Forms: Feedback forms were not available in Members packets. Forms will be mailed to Members for completion.

Greg made a motion to adjourn. Tara seconded the motion. **Motion carried.**